

FMIS

Link

APRIL 1, 2010

The link to news about the
Fiscal Management Information System (FMIS)
directly from the FMIS Team

FMISLink, previously known as “What’s Up – What’s Coming,” has been rebooted to reflect the fact that most of our audience reads this on a computer screen. We hope you will find these changes make for an easier to read newsletter that gives you the information you are looking for more quickly — with just the click of a link!

The FMIS Team

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FMIS 4.0 TRAINING SCHEDULE:

DISTANCE LEARNING FOR SPRING AND SUMMER 2010

The FMIS Team is offering web-based training for **Funds Control** and **Business Objects**.

- All classes are 90 minutes long.
- All times listed are Eastern Daylight.
- Classes are free to all participants
- Each participant must have FMIS access.
- Training is designed to be hands on, with no more than two people per computer.

There are a limited number of spaces available in each class, so be sure to register as soon as possible. If you register for a class and then decide not to take it, please let us know so we can make that space available for someone else.

How to register:

- Click on the **DATE** hyperlink for each class. That brings up the NHI class listing.
- From that page, click “Register for this event.”
- Registration requires that attendees fill out all requested information.

Alternatively, go to the NHI web site’s calendar of events at <https://www.nhi.fhwa.dot.gov/resources/webconference/eventcalendar.aspx> and click on the individual class dates to register from there.

Funds Control covers all of the functions found in the FMIS Fund Control, Limitation Data, Summary Data and Allocation menus.

Prerequisites: Attendees must participate in each session in succession. Each session builds on the materials covered in the previous session and includes after class assignments. Therefore, Session 1 is the prerequisite for Session 2. Session 2 is the prerequisite for Session 3.

Business Objects teaches the basics of creating reports in Business Objects XI, the reporting tool accessed through FMIS 4.0.

Prerequisites: Session 1 is the prerequisite for Session 2. However, Session 3 is suitable for users who are comfortable with the basics of running a Business Objects report. The suggested course path for novice users, therefore, is Sessions 1, 2, and 3, while more experienced users can go directly to Session 3.

If you need closed captioning or any other accommodation, please contact Eric Cline at Eric.Cline@dot.gov or phone number 202-366-2864. 🇺🇸

[Class schedule on page 3](#)

In times of change learners inherit the earth; while the learned find themselves beautifully equipped to deal with a world that no longer exists. —Eric Hoffer



FMIS 4.0 TRAINING SCHEDULE

DISTANCE LEARNING FOR SPRING AND SUMMER 2010

Continued from [Page 2](#)

| Funds Control Classes Instructor: Ms. Joy Kelly | | | | Business Objects Classes Instructor: Ms. Donna Jones | | | |
|--|------|---------|---------------|---|------|---------|-----------------|
| Date | Day | Session | Time | Date | Day | Session | Time |
| 4/20/10 | Tues | 1 | 2 – 3:30 p.m. | 4/27/10 | Tues | 1 | 10 – 11:30 a.m. |
| 4/21/10 | Wed | 2 | 2 – 3:30 p.m. | 4/29/10 | Thur | 2 | 10 – 11:30 a.m. |
| 4/22/10 | Thur | 3 | 2 – 3:30 p.m. | 5/4/10 | Tues | 1 | 2 – 3:30 p.m. |
| 5/11/10 | Tues | 1 | 2 – 3:30 p.m. | 5/6/10 | Thur | 2 | 2 – 3:30 p.m. |
| 5/12/10 | Wed | 2 | 2:30 – 4 p.m. | 5/18/10 | Tues | 1 | 2 – 3:30 p.m. |
| 5/13/10 | Thur | 3 | 2 – 3:30 p.m. | 5/20/10 | Thur | 2 | 2 – 3:30 p.m. |
| 5/25/10 | Tues | 1 | 2 – 3:30 p.m. | 6/1/10 | Tues | 1 | 2 – 3:30 p.m. |
| 5/26/10 | Wed | 2 | 2 – 3:30 p.m. | 6/3/10 | Thur | 2 | 2 – 3:30 p.m. |
| 5/27/10 | Thur | 3 | 2 – 3:30 p.m. | 6/15/10 | Tues | 3 | 2 – 3:30 p.m. |
| 6/22/10 | Tues | 1 | 2 – 3:30 p.m. | 6/17/10 | Thur | 3 | 10-11:30 a.m. |
| 6/23/10 | Wed | 2 | 2 – 3:30 p.m. | 7/13/10 | Tues | 3 | 1– 2:30 p.m. |
| 6/24/10 | Thur | 3 | 2 – 3:30 p.m. | 7/15/10 | Thur | 3 | 10-11:30 a.m. |
| 7/20/10 | Tues | 1 | 2 – 3:30 p.m. | 7/27/10 | Tues | 3 | 2 – 3:30 p.m. |
| 7/21/10 | Wed | 2 | 2 – 3:30 p.m. | 7/29/10 | Thur | 3 | 2 – 3:30 p.m. |
| 7/22/10 | Thur | 3 | 2 – 3:30 p.m. | | | | |

I hated every minute of training, but I said, "Don't quit. Suffer now and live the rest of your life as a champion."

—Muhammad Ali

E-Authentication has arrived!

Beginning April 1, 2010, all State DOT users and MPO users must log in to FMIS using the Operational Research Consultants, Inc. (ORC)-issued credentials (ID). There may be a short grace period, but State and MPO users who have not established an ORC credential should do so as soon as possible.

These changes have no impact on USDOT employees or contractors. However, FMIS Sponsors and UPACS Administrators at the Division level should be aware of these changes so they can aid State users.

UPACS administrators will need to be familiar with the UPACS ORC Process Flow document. This was sent out a few months ago to all UPACS administrators. If you cannot locate this document, you may request

another copy by emailing Kimberly Applewhite in headquarters IT at Kimberly.Applewhite@dot.gov.

This action is required because of E-Authentication, a component of the Federal Enterprise Architecture that provides user authentication using the credentials issued by Federally-approved Credential Service Providers (CSPs). FHWA is now a member of the U.S. Government's e-Authentication Federation; the Federation has approved ORC as a CSP.

After establishing the ORC ID, each user must use the e-Auth Link on the UPACS Login Page (see the screen shot below).

Details on registration for ORC can be found at <https://csp.orc.com>. 🚀

U.S. Department of Transportation
Federal Highway Administration

Help |

FHWA Information Systems - UPACS Login

File Transfer Registration | UPACS Administrators | Phone List | System Availability | System Requirements | FAQ

UPACS = User Profile and Access Control System

• To Login or Update your UPACS Profile Information, please enter your UPACS User-Id and Password

UPACS User-Id:

UPACS Password:

and then click the Login or Update Profile Information button.

or

* By logging into FHWA Information Systems, you indicate your awareness of and consent to the [Terms and Conditions of Use and Rules of Behavior](#), and the [Privacy Policy](#).

• To Change or Reset Your Password:

• To Change or Reset Your PIN:

• To Establish a UPACS Account:

[E-Auth Login](#) | [Feedback](#) | [Privacy Policy](#) | [Exit](#)

FHWA United States Department of Transportation - Federal Highway Administration



Business Objects Changes

In response to several requests, the Business Objects Ad Hoc Reporting tool has undergone numerous changes in recent months.

Objects have been added to all Universes. A list of recent changes will soon appear on the FMIS User News and Information (FUNI) web site.

Some objects have been renamed for the sake of clarity, such as: the *State 3rd Level Signature* was renamed *State Authorization/Modification Requested By*, and the *State 3rd Level Date* object was

renamed *State Authorization/Modification Requested By Date*. These objects now have the same name in the Business Objects reporting tool as they do in FMIS. Users may now query based on *Postal Abbreviation*, *State Name* and other objects.

The FMIS Team thanks all users who have submitted suggestions. We read every suggestion or request sent in. If possible (and at a pace set by available resources and other priorities), we implement those suggestions. Please continue to let us know what we can do to make Business Objects a better reporting tool for you. 🏠

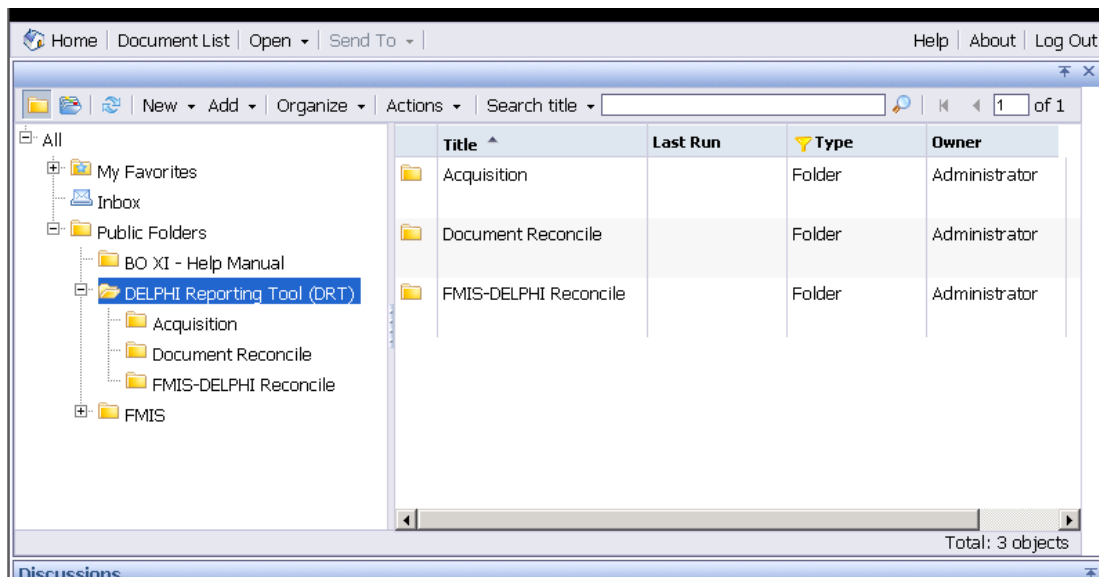
The Delphi Reporting Tool in Business Objects

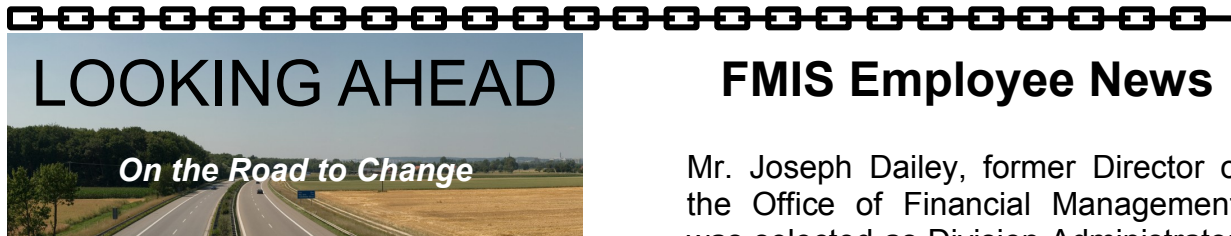
Infoview 5.x is now the Delphi Reporting Tool (DRT). When the application was called Infoview 5.x, it was available as a standalone site; it was not in FMIS 4.0. Now that it is called the Delphi Reporting Tool, it is available through Business Objects XI in FMIS 4.0 (see image below).

The user's guide to the DRT is available at <http://staffnet.fhwa.dot.gov/financial/>

[drtnavusersguid1242009.pdf](#) The FMIS Team has granted FMIS 4.0 read-only access to former Infoview 5.x users who will now be accessing Business Objects XI.

Anyone with additional questions about the DRT may contact Sushil Kumar at Sushil.Kumar.CTR@dot.gov. 🏠





FMIS Reports N25A (Obligation and Expenditure Data for Demos by Public Law) and N25B (All Demos – Status of Funds and Expenditures) will be combined into one report. The newly developed report will be dubbed *N25A (All Demos – Status of Fund and Expenditures, Unobligated and Expended Balances)*. It will have the original N25A's Public Law, Public Law Section, Project Total Cost, Federal Funds Allocated, and Unobligated Balance fields with the original N25B's Total Expenditure, Unexpended Balance, Date of Last Obligation, Date of Last Expenditure and Project Numbers fields.

The new report requires the user to enter at least one of three fields (Program Code, Recode or Fund Source) before running it. (The previous version had only a field to enter Program Code.) The new report will allow the user to get more relevant results by filtering with any combination of Program Code, Recode, and Fund Source.

The Special Project Grouping *ARRA Funded Projects* will be taken off line. This grouping lists projects funded in whole or in part by the American Recovery and Reinvestment Act. It will be replaced by a new MS Excel report, the *ARRA Excel Extract Report*. The new report will provide better reporting on the ARRA funds. 🚧

FMIS Employee News

Mr. Joseph Dailey, former Director of the Office of Financial Management, was selected as Division Administrator, Wyoming Division. Mr. Dale Gray is Acting Director.



Mr. Paul Smith accepted a position with the Department of the Army. After having served 25 years in the Army, he was delighted to go back as a civilian. Mr. Keenan Hillary is now the FMIS Team point of contact for all matters pertaining to funds control of earmarked and demonstration projects.



Best wishes and happy trails to both in their new endeavors. 🚧

FMIS Team Contacts

For assistance, users may email the FMIS Team at FMISTEAM@dot.gov. Individual members of the Team may be contacted by telephone or email:

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